



Information interviewing

When you're trying to find out more about your next step, potential job options and how to manage the job-hunting process, it's important to ask interesting questions. Here are a few ideas to get you started. You can generate even more useful and important questions by thinking about your own particular priorities, interests and requirements.

Job satisfaction, motivation and link to degree

- What made you go for this job?
- What is the biggest reward you get from your job?
- How much of the subject knowledge that you gained from your degree do you use on a daily basis?
- What did you learn in your course that has really helped you to do your job?
- Do you use the skills you learned in your degree?
- How does the job differ from what you expected?

Details of the work

- Can you describe some actual examples of the sort of activities that your job involves?
- What are the hours like?
- How do you know you are doing a good job?
- What is the most important thing you have learnt through doing this job?
- What skills do you use most often?
- How much variety is there in this role?
- Can you tell me some of the things you would do on a typical day?
- If you could change one thing about your job, what would it be?

Career progression and development

- What is the typical career progression in this field?
- How long would you expect to stay in this job?
- What sort of jobs do people move on to?
- How has the job changed in the time you've been here?
- Do you know anyone who has made an interesting career move from this type of work?
- Are there any training or development opportunities?
- How do you see this job developing in the future?
- How do you keep up to date with developments in this field?

Colleagues, culture and environment

- What proportions of the time are you working on your own or as part of a team?
- Is there a particular type of person who works in this field?
- How typical are you of other people working in this role?
- How would you describe the organisation culture and is it the same in other organisations in this field?
- What are the facilities and resources like?

The sector

- What are the most important current issues in this sector that are likely to affect your job?
- Where do you find out about industry news and gossip?
- How competitive is the job market?
- How is the industry changing?
- What are likely to be growth areas over the next few years?
- What threats does your organisation face?
- How often do vacancies arise and where do they appear?
- How secure is the job situation?

Routes in

- How did you get into this job?
- What would a well-qualified candidate be like?
- What would you look for on someone's CV?
- How do people normally get useful experience on their CV?
- Are there any courses that would be helpful?
- What skills are most relevant to the job?
- Where, if anywhere, are vacancies advertised?
- Who would be good people to contact?
- What opportunities are there for gaining relevant experience?
- What advice would you give to someone in my position?

Managing your job hunt

- What would a typical day spent job hunting look like for you?
- What did you find to be the most difficult part of your job-hunt?
- How did you keep yourself motivated?
- What support and resources did you find the most helpful?
- How did you understand what was important to you in a job?
- How did you narrow down your options?
- If you had your time again, what would you have done differently?



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